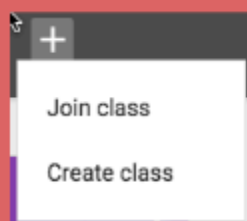




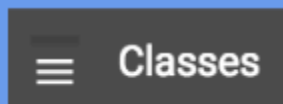
Google Classroom Essentials

Create a Class



Click on the plus icon in the upper right to create a new class.

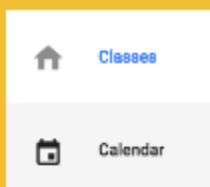
Locate Classes



Upper left are 3 lines to reveal the menu. Use the menu to return to class tiles page, locate the class calendar or view the list of assignments.

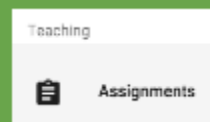
Calendar

Google Calendar shows assignments with a due date.

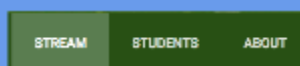


Assignments

View the list of assignments for one or all classes.



Stream



The stream is where assignments and announcements are visible.

Class Code

Students join a class by entering the class code.



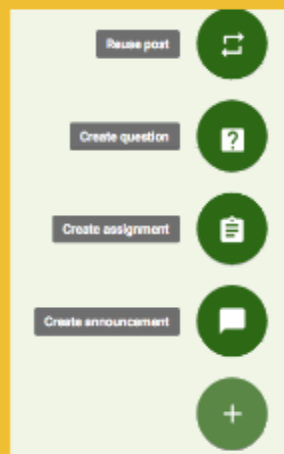
Attach Something



Add files from your computer, from Google Drive, YouTube or link to a webpage in an assignment or announcement.

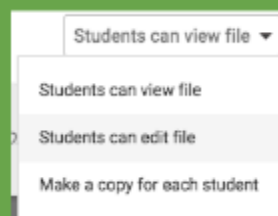
Create

Click on the plus icon in the bottom right to create an announcement, assignment or question.

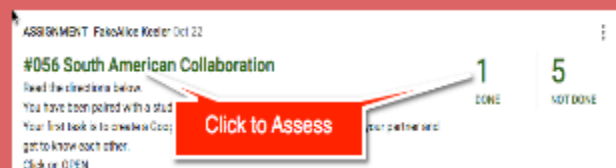


View, Edit or Make a Copy

When attaching documents for students, you have the option to make the document so the class can view, the whole class can edit the same file, or make each student their own copy to edit.



Assess and Provide Feedback



Click on the assignment title in the stream to reveal the assignment feedback screen to see student submissions.

Return Work



After providing feedback to students, return their work. Classroom switches ownership to the teacher upon student submission. Returning work returns student editing privileges.

